

**ELK GROVE COMMUNITY SERVICES DISTRICT  
MINUTES OF A REGULAR BOARD MEETING  
Tuesday, July 1, 2003 – 6:30 p.m.  
EGCSD Administration Building**

**ATTENDANCE:**

Directors present included Gerald Derr, Doug McElroy, Elliot Mulberg, Pat Perez, and Elaine Wright. General Manager Rita Velasquez, Fire Chief Keith Grueneberg, Administrator of Parks & Recreation David Wigginton, and Administrative Services Director Jeff Ramos were also in attendance.

**A. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

1. President McElroy called the meeting to order at 6:35 p.m. and led the Pledge of Allegiance.

**B. ANNOUNCEMENTS/PRESENTATIONS**

1. NONE

**C. COMMUNICATIONS FROM THE PUBLIC**

1. As a result of a fire that occurred yesterday on Allister Way behind the Mosquito Abatement Vector Control Plant, Sandi Russell expressed her concerns with regards to the lack of an access road for Fire Department vehicles. The Board asked Chief Gruenberg to look into the matter and to report his findings to Ms. Russell and the General Manager on the matter.

**D. DEPARTMENT HEAD REPORTS**

1. General Manager Report – With the fully executed operational agreement in place for the Strauss Island and Pavilion at Elk Grove Park, Rita reported routine housekeeping and maintenance has been completed; a press conference was held to inform the public with regards to the County's intent for the removal of four trees at the Park.

Staff continues to monitor the State budget and will keep the Board abreast of upcoming issues; an update memo of the CSD's public awareness campaign was forwarded to Board; work continues on the Administration Building HVAC and fire sprinkler system; meetings continue with the School District on the Bartholomew Sports Complex, and the Library Group on the siting of their facility and joint funding of a water line.

As for the BMW Aquatic/Community Complex, Rita reported the foundation for the gym has been poured as well as footings for the Community Center; framing is in progress for tilt-up walls; plumbing work has started for the competition pool; and the parking lots will be rocked with the finished grade in place. Bidding will take place this month for the Fire Training facility.

Finally, Rita stated Elk Grove Water Service officially informed the CSD they will no longer need the property at Underwood Park for their water facility since they have secure a site on Railroad Street and construction has begun.

2. Administrative Services Department – Jeff Ramos reported staff continues to process end of the year payments and monitor department budgets for compliance and Department Heads are finalizing the fiscal year 2003–04 budgets. On June 18, the City Council adopted and approved the East Franklin park fee update, with no questions or comments by either the City Council or from the public. At that same meeting, the City also approved taking over the Elk Grove/West Vineyard and East Elk Grove finance plans effective July 1<sup>st</sup>. CSD Staff is in contact with City staff on updating the finance plans for both parks and fire portions.

A candidate was selected from interviews held on June 17 for a part-time Account Clerk to assist Kathy Berez in the Administrative Services Department. Functions attended by staff include the Elk Grove Water Service Board meeting, the AAA Call Center grand opening, and the Elk Grove Police Building grand opening.

Finally, Jeff reported Karen Goesch, CSD's newly hired Administrative Analyst has been busy assisting the Wilton Fire Protection District in processing their payroll and bills due to the sudden departure of their part-time secretary; services rendered by Karen will be billed to Wilton.

3. Parks & Recreation Department – By way of the Recreation Division, Dave Wigginton reported the first two weeks of Teen Summer Camp has been filled, with very few spots left in the remaining sessions. The annual Community Play Day held at the Laguna Community Park was an overwhelming success as were Family Movie Night and the two dedications for the Don Nottoli and David Simpson Parks.

The Park Operations and Maintenance Division completed 197 work orders including 200 ball field preps; installation of new bleachers at Elk Grove Park, and installation of picnic tables, signs, and plaques at Don Nottoli Park.

Twelve projects were reviewed and processed by the Planning, Design & Construction Division and construction contracts were awarded for the Hawkins, Rau, Fleming, and Jungeit Parks.

The Advanced Planning Division completed training for the entire staff with the Department's Disaster Preparedness Program; the grant funding application for bleachers at the Barbara Morse Wackford Aquatic/Community Complex was approved by Home Field Advantage; and staff has submitted an application for \$25,000 of grant funding through the California Integrated Waste Management for ADA-accessible pour-in-place rubberized playground surfacing.

The Laguna Town Hall hosted the Strauss Donor Night, six wedding receptions, Comedy under the Stars, Family Move Night, Staging Fun Recital, eight pre-school graduations, and a variety of community meetings; prior to the District's takeover, the Pavilion facilitated six receptions and two weddings were held at Strauss Island.

By way of general information, program participation was up this month by \$2,000 over last year the same month; with a year-to-date increase of \$29,000. Volunteer hours for the month totaled 3,850, with sponsorships and donations valued at \$7,530.

4. Fire Department – For the month of June, Chief Grueneberg stated crews responded to 657 incidents consisting of 136 fires, 421 medical aids, and 100 other type classified incidents. Two of significance was a fire at the Wildland Refuge east of Interstate 5 behind the Stonelake subdivision; the other involving a vehicle that crashed into two houses, breaking a gas main.

Chief Grueneberg reported additional staff will be on hand over the 4<sup>th</sup> of July holiday, with the medic bike team in place for the Red, White and Blue event at Elk Grove Park, and the Fire Works Enforcement Task Force will be out on the streets over the holiday weekend.

Battalion Chief Rick Holmes and Firefighter Dan Quiggle gave an executive summary of the CSD Fire Department's disaster preparedness efforts as well as an overview of CERT, the Community Emergency Response Program.

## **E. CONSENT CALENDAR**

1. The Board approved the June 17, 2003 minutes of a joint Board meeting with the Foundation Advisory Council. Perez-Wright, unanimous.
2. The Board approved setting a new advertised public hearing date for Tuesday, August 5, 2003, 6:30 p.m. to adopt the land use and development plans and environmental documents for the Elaine & Jim Wright Park and Amundson Park. Perez-Wright, unanimous.
3. The Board authorized the General Manager to execute an Agreement with Emily O'Hair, renewing her contractual position as the District's Volunteer Coordinator for fiscal year 2003-04. Perez-Wright, unanimous
4. The Board awarded Contract No. 03-08 for construction of the Rau Park frontage improvements to Martin Brothers Construction for the amount of \$576,578, plus 15% for contingencies, including extra work required to relocate the existing corner frontage improvements and street lights; and authorized the General Manager to sign the Contract Completion Notice upon acceptance of the project, subject to Board ratification. Perez-Wright, unanimous
5. The Board approved Resolutions No. 2003-41, reappropriating \$1,807 within Laguna Benefit Zone budget, Index 9356, from Account No. 2198 (Water), to Account No. 3450 (Taxes/Licenses/Assessments); No. 2003-42, reappropriating \$8,100 within the West Laguna Benefit Zone budget, Index 9370, from Account No. 2198 (Water), to Account No. 1110 (Salaries); No. 2003-43, reappropriating \$25,000 within East Franklin Benefit Zone budget, Index 9373, from Account No. 2103 (Ag Services), \$20,000, and Account No. 2198 (Water), \$5,000, to Account No. 6980 (District Wide Costs); and No. 2003-44, appropriating \$1,773,280 within the Parks and Recreation Department budget, Index 9340, to Account No. 4101 (Land) with offsetting Contributions from Other Funds, Account No. 9791. Perez-Wright, unanimous
6. The Board approved Resolution No. 2003-45, granting a right-of-way to SMUD at the Fire Training Facility site to allow SMUD to operate and maintain its electrical facilities. Perez-Wright, unanimous

## **F. ADVERTISED PUBLIC HEARINGS**

1. President McElroy opened an Advertised Public Hearing to hear and consider objections or protest, if any, to the proposed weed abatement. With no comments received, the hearing was closed. The Board proceeded to approve Resolution No. 2003-40 (Option A - Attachment "B"), ordering the Fire Chief to cause the nuisances listed in Attachment "A" to be abated through the removal of weeds, with the exception of Parcel. No. 119 1340 105 0000. Perez-Wright, unanimous.

## **G. PUBLIC HEARINGS**

1. NONE

## **H. STAFF REPORTS**

1. The Board adopted the Proclamation recognizing "July is Recreation and Parks Month." Mulberg-Wright, McElroy, Perez - yes; Director Derr stepped out of the room and was absent for the vote.
2. The Board provided direction to City of Elk Grove staff on the acceptable landscape corridor width along Laguna Springs Drive as follows: request the City consider moving the centerline of the roadway more to the east by three feet, decrease the raised median in the middle of the road, and reduce the six-foot sidewalks to five foot in an effort to preserve as much as possible the landscape corridor to the west. Perez-Derr, unanimous.

**I. BOARD OF DIRECTORS BUSINESS**

1. NONE

**J. COMMUNICATIONS FROM THE PUBLIC**

1. NONE

**K. IDENTIFICATION OF ITEMS FOR FUTURE MEETING**

1. Director Mulberg asked staff to provide a summary of child care programs offered by the Parks & Rec Department for school-aged residents.

**L. ADJOURNMENT TO EXECUTIVE SESSION**

1. The Board adjourned to an Executive Session at 7:59 p.m.

**M. EXECUTIVE SESSION**

A closed session was opened at 8:05 p.m. to discuss the following items:

1. Public Employee Performance Evaluation – Title: Admin Services Director  
(*Government Code Section 54957*)
2. Public Employee Performance Evaluation – Title: General Manager  
(*Government Code Section 54957*)

**N. REOPEN REGULAR MEETING**

President McElroy reopened the regular Board meeting at 8:48 p.m.

**O. ADJOURNMENT**

With no further business, President McElroy adjourned the regular meeting at 8:50 p.m.

Respectfully submitted,

Rita K. Velasquez  
Secretary of the Board